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**From:** Mekeel, Edward [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=1A141C394CE44DBF89A10D27B3750393-MEKEEL, EDW]  
**Sent:** 10/1/2019 3:44:52 PM  
**To:** Michael J Lythcott [mlythcott@skeo.com]  
**CC:** Sarah Malpass [smalpass@skeo.com]; Miranda Maupin [mmaupin@skeo.com]  
**Subject:** RE: Lane Plating CAG Meeting After-Action Report

Thank you! I just forwarded on to her.

Ed Mekeel III  
Senior Community Involvement Coordinator  
Office of the Regional Administrator: Outreach, Community Involvement & Engagement Branch  
Environmental Protection Agency, Region VI  
Phone: 214-665-2252

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**From:** Michael J Lythcott <mlythcott@skeo.com>  
**Sent:** Tuesday, October 01, 2019 10:39 AM  
**To:** Mekeel, Edward <mekeel.edward@epa.gov>  
**Cc:** Sarah Malpass <smalpass@skeo.com>; Miranda Maupin <mmaupin@skeo.com>  
**Subject:** RE: Lane Plating CAG Meeting After-Action Report

ED:  
Thanks for this great After Action Report. Would it be appropriate for me to forward it to Gina? She may be anxious to hear. Thanks to you and Ken for taking the time to have a pre-meeting with me and for the warm collegiality you both expressed all day.  
Michael

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**From:** Mekeel, Edward <[mekeel.edward@epa.gov](mailto:mekeel.edward@epa.gov)>  
**Sent:** Tuesday, October 1, 2019 9:35 AM  
**To:** Michael J Lythcott <[mlythcott@skeo.com](mailto:mlythcott@skeo.com)>  
**Subject:** FW: Lane Plating CAG Meeting After-Action Report

Please see the below of what I sent to management this morning.

Thanks,

-Ed-

Ed Mekeel III  
Senior Community Involvement Coordinator  
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Phone: 214-665-2252

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**From:** Mekeel, Edward  
**Sent:** Tuesday, October 01, 2019 9:22 AM  
**To:** McAtee, Jeffrey <McAtee.Jeffrey@epa.gov>; Bokun, Lisa <Bokun.Lisa@epa.gov>; Taheri, Diane <Taheri.Diane@epa.gov>; Meyer, John <Meyer.John@epa.gov>; Villarreal, Chris <villarreal.chris@epa.gov>; Price, Lisa <Price.Lisa@epa.gov>  
**Cc:** Acevedo, Janie <acevedo.janie@epa.gov>; Shewmake, Kenneth <shewmake.kenneth@epa.gov>  
**Subject:** Lane Plating CAG Meeting After-Action Report

Good morning,

I just wanted to send out a quick summary for the first Lane Plating Community Advisory Group meeting we had last night. The meeting was closed to the public and considered as CAG training per Chapter 5, page 10, in the EPA Guidance for Community Advisory Groups at Superfund Sites. The meeting began at 6:15 p.m., and was attended by 10 of 11 members of the CAG, and City Councilpersons Tennell Atkins (District 8) and Carolyn King Arnold (District 4). SKEO contracted facilitator Michael Lythcott led the first meeting, presenting the how-to's on building a CAG, and successful examples of EPA CAGs from around the country. Please see the attached presentation. EPA Remedial Program Manager Kenneth Shewmake also shared a brief site update regarding sampling results. The below are take-aways from the meeting:

- The CAG wants to detail procedures for communicating one accurate message to the public.
- The CAG is creating a steering committee to craft a mission/vision statement, determine decision-making processes, consensus and voting processes, and structure and composition options.
- Each CAG member will research other CAGs for best practices.
- The CAG requested continued facilitator support past the contracted two meetings. The CIC and Outreach team will look into potentially adding support into the current task order.
- The CAG requested that EPA hold off in planning the next community meeting until they have fully organized. Potential date is early to mid-November, 2019.
- The CAG will have another internal meeting on October 15 at 6 p.m., and requested the EPA CIC attend. This meeting will again be held at Councilman Atkins' community office.
- The CAG is researching EPA technical assistance options (TAG/TASC) to discuss in the future.
- The CAG is interested in site Superfund Reuse after the site is cleaned up.

The meeting concluded at 8 p.m. There were also several break-out conversations after the presentations. If you have any questions please let me know.

Thanks,

-Ed-

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